

## Moose Lodge Procedure for Members to Submit Photos to be Posted on the Tallahassee Moose Lodge Website



We have created a page on our [Tallahassee Moose Lodge website](#) for “Event Photos.” If you have photo(s) that you’d like to share on our website, please use the procedures below to submit them.

Please send photos in the \*.jpg format. JPEG is a popular image file format and stands for “Joint Photographic Experts Group.”

Please name the file using a short file name which includes the year and explains the event where the photo was taken. If there’s more than one photo per event, please number them (i.e., 2025\_Chili\_Cook-off\_01.jpg, 2025\_Chili\_Cook-off\_02.jpg, 2025\_Easter\_01.jpg, 2025\_Easter\_02.jpg, etc.).

The maximum file size allowed is 10MB. Smaller file sizes would be greatly appreciated! Please do not send duplicate photos.

Be aware that email programs have a limit to the size of the email, usually 20MB. Please send photos in one email per event, if possible. Keep the number of photos per event to a reasonable number (i.e., 10 or less ... do not send 50 photos of one event!).

All photos submitted are subject to approval by and are at the discretion of the Communications Committee.

We will always use your photos responsibly. If you would like to receive credit for submitting the photo(s), please express this in your email with your full name.

Please email photos to Jeanne at [IronHeart@comcast.net](mailto:IronHeart@comcast.net) and please be patient! It may take several days or more to post the pictures, depending on the number received.

Thank you!